Presiding Deputy Supervisor Hawkins-Mance called the Regular Meeting Town Board Meeting, County of Wayne, State of New York, held at the Walworth Town Hall, 3600 Lorraine Drive, Walworth, NY to order at 7:32 PM and led those present in the Pledge of Allegiance.

PRESENT:

Larry Ruth

Vaughn Pembroke

Councilman

Suzi Hawkins-Mance

Councilwoman

Judy Markowski Councilwoman

Michael Frederes Highway Superintendent

Susie Jacobs Town Clerk

ABSENT: Patricia Marini Supervisor

OTHERS PRESENT: Rob Burns, Sewer Superintendent; Jacqueline VanLare, Recreation Director; Town Newspaper Reporter, and seven (7) attendees.

MINUTES:

Motion by Councilman Ruth that the Minutes of April 2, 2015 Regular Meeting are approved as submitted by the Town Clerk. Seconded by Councilman Pembroke.

Roll call vote: Councilman Ruth Aye

Councilman Pembroke Aye
Councilwoman Hawkins-Mance Abstain
Councilwoman Markowski Aye
Supervisor Marini Absent

Motion carried.

PUBLIC PARTICIPATION:

Resident from Sherburne Road addressed Council members regarding his concern for notifying residents regarding the solar project the town has proposed. Discussion ensued.

SUPERVISOR'S REPORT:

Motion by Councilman Ruth to accept as presented the Supervisor's Report for March, 2015.

Seconded by Councilwoman Markowski.

Roll call vote: Councilman Ruth Aye

Councilman Pembroke Aye
Councilwoman Hawkins-Mance Aye
Councilwoman Markowski Aye
Supervisor Marini Absent

Motion carried.

COMMITTEE REPORT'S:

Council members reported on their respective committee's with the following Town Board actions:

RESOLUTION 83-15 - ACKNOWLEDGE RECEIPT OF THE ASSESSOR'S DISCLOSURE STATEMENT FOR 2015 BE ACCEPTED AND FILED WITH THE OFFICE OF THE TOWN CLERK:

Councilwoman Markowski offered Resolution 83-15 and moved its adoption.

Seconded by Councilman Ruth to wit:

Submitted for the Town Board Review and is on file in the office of the Town Clerk.

BE IT RESOLVED that the Town Board Acknowledges receipt of the Assessor's Disclosure Statement for 2015 be accepted and filed with the Office of the Town Clerk.

Adopted this 16th day of April, 2015 at a meeting of the Town Board.

Roll call vote: Councilman Ruth Aye

Councilman Pembroke Aye
Councilwoman Hawkins-Mance Aye
Councilwoman Markowski Aye
Supervisor Marini Absent

Resolution carried.

RESOLUTION 90-15 - AUTHORIZES THE EMPLOYMENT OF MR. NICHOLAS BURKS AS SEASONAL FULL TIME EMPLOYEE, CONSISTENT WITH THE 2015 SALARY MATRIX BUDGETED ITEM:

Councilwoman Markowski offered the following Resolution 90-15 and moved its adoption. Seconded by Councilman Pembroke to wit:

The following was submitted:

TOWN OF WALWORTH PARKS & RECREATION DEPARTMENT 3600 Lorraine Drive Walworth NY 14568

Jacqueline VanLare, Director of Parks and Recreation 315-986-1400
PHONE walrec@townofwalworthny.gov 315-

986-1440 FAX

April 14, 2015

Attention:

Patricia Marini, Walworth Town Supervisor Walworth Town Board Members

I am requesting permission for the following 2 items

- ➤ Hiring of Nicholas Burks as a Seasonal Full Time Employee at the Parks Department with a start date pending drug and alcohol testing, to be consistent with the salary matrix. This is a budgeted item for 2015.
- Approval for overnight camping for the purpose of watching over their dog agility course equipment. This will be in conjunction with a dog agility competition that Happy Tails Agility will be having on June 19 & 20 and Sept 18 & 19.

If you should have any questions please do not hesitate to contact me.

Respectfully submitted,

Jacqueline VanLare,
Director of Parks & Recreation

BE IT RESOLVED, that Mr. Nicholas Burks be hired as Seasonal Full Time Employee and shall be compensated consistent with the Entry level of the 2015 Salary Matrix adopted by the Town.

Adopted this 16th day of April 2015, at a meeting of the Town Board.

Roll call vote: Councilman Ruth Aye

Councilman Pembroke Aye
Councilwoman Hawkins-Mance Aye
Councilwoman Markowski Aye
Supervisor Marini Absent

Resolution carried.

RESOLUTION 91-15 - AUTHORIZE THE USE OF SHERBURNE PARK TO HAPPY TAILS AGILITY FOR AN OVERNIGHT CAMP-OUT ON JUNE 19 & 20 AND SEPTEMBER 18 & 19, 2015:

Councilwoman Markowski offered the following Resolution 91-15 and moved its adoption.

Seconded by Councilman Ruth to wit:

The memo dated April 14, 2015, from the Parks & Recreation director was submitted:

BE IT RESOLVED, authorizing Happy Tails Agility the Use of Sherburne Park for an overnight camping on June 19 & 20 and September 18 & 19, 2015 as requested.

Adopted this 16th day of April, 2015 at the meeting of the Town Board.

Discussion ensued.

Roll call vote: Councilman Ruth Aye

Councilman Pembroke Aye
Councilwoman Hawkins-Mance Aye
Councilwoman Markowski Aye
Supervisor Marini Absent

RESOLUTION 92-15 - AUTHORIZE THE TOWN SUPERVISOR TO SIGN THE NYSDOT AGREEMENT TO EXTEND INDEXED LUMP SUM MUNICIPAL SNOW AND ICE AGREEMENT 2016/17 YEAR:

Councilwoman Markowski offered the following Resolution 92-15 and moved its adoption.

Seconded by Councilman Pembroke to wit:

The following was submitted:

Contract#	Municipality	Ext. season	Region #
D009829	Town of Walworth / Wayne County	2016/17	4

AGREEMENT TO EXTEND INDEXED LUMP SUM MUNICIPAL SNOW AND ICE AGREEMENT

This Agreement made this _____ day of _____ by and between THE PEOPLE OF THE STATE OF NEW YORK (hereinafter referred to as "STATE"), acting by and through the Commissioner of Transportation of the State of New York (hereinafter referred to as "COMMISSIONER"), and the _____ of the _____ of the _____ of ____ of ____ wayne County (hereinafter referred to as "MUNICIPALITY") as follows:

WHEREAS, the COMMISSIONER and the MUNICIPALITY have entered into an Agreement No. **D009829** entitled "Indexed Lump Sum Snow and Ice Agreement between the New York State Department of Transportation and the Municipality of **Town of Walworth**" dated **February 22, 1996**; and

WHEREAS, the term of the said Agreement is for a period of three years commencing July 1, $\underline{1995}$ and the said Agreement provides that the parties may at the end of each year of the term of the Agreement extend such term for an additional year, and

WHEREAS, the present term of the Agreement, as extended, expires June 30, 2016; and

WHEREAS, Section 7 of the said Agreement provides that the COMMISSIONER shall furnish the MUNICIPALITY with a suitable map for each term of the Agreement, or for any extended term thereof, modified to show the changes, if any, to the State Highways affected by this Agreement.

WHEREAS, Section 9 of the said Agreement provides for an annual update of the estimated expenditure to be determined by the COMMISSIONER subject to the provisions of Section 9 at the time for extension of the Agreement;

WHEREAS, Section 9 of the said Agreement also provides for an adjustment to the actual payment amount based on the intensity and severity of the winter season;

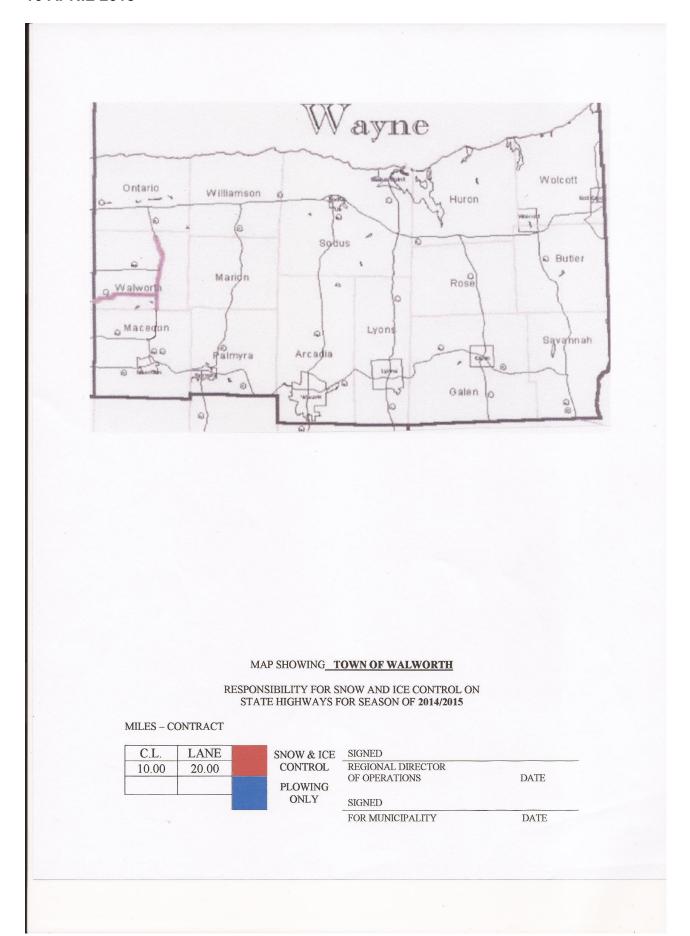
NOW, THEREFORE, in consideration of the mutual covenants and benefits between the parties,

WITNESSETH:

- 1. The aforementioned "Indexed Lump Sum Snow and Ice Agreement Between New York State Department of Transportation and the MUNICIPALITY" is hereby extended for a period of one year; now to expire on June 30, **2017**, unless further extended.
- 2. The State Highways or parts thereof affected by this Agreement are as delineated on the attached map, agreed upon by the COMMISSIONER and the MUNICIPALITY, which shall be effective for the remainder of the term of the Agreement commencing July 1, **2016**, unless changed by future agreement between the COMMISSIONER and the MUNICIPALITY.
- 3. All the terms and conditions of the original contract remain in effect except as follows. The indexed lump sum estimated expenditure specified in Section 9 of the aforementioned Agreement shall be \$4,084.6910 per lane mile for 20.00 lane miles for a total of \$81,693.82 for the 2014/15 season and for the remainder of the term of the Agreement commencing July 1, 2014, unless changed by future update.

IN WITNESS WHEREOF, This Agreement has been executed by the State, acting by and through the duly authorized representative of the COMMISSIONER, and the MUNICIPALITY, which has caused this Agreement to be executed by its duly authorized officer on the date and year first above written.

Over 站



"In addition to the acceptance of this contract, I also cert other exact copies of this contract."	tify that original copies of this signature page will be attached to a
THE PEOPLE OF THE STATE OF NEW YORK	MUNICIPALITY
BY	BY
for Commissioner of Transportation	
ATTORNEY GENERAL'S SIGNATURE	COMPTROLLER'S SIGNATURE
Dated	Dated
STATE OF MEM VODI	
STATE OF NEW YORK)	
) SS:	
) SS: COUNTY OF)	in the year before me personally cam
) SS: COUNTY OF) On theday of	
) SS: COUNTY OF On theday of say that he resides in	to me known who, being by me duly sworn, did depose an, New York; that he is the
) SS: COUNTY OF) On theday of say that he resides in of	to me known who, being by me duly sworn, did depose an New York; that he is the municipality described in and which executed the
) SS: COUNTY OF On theday of say that he resides inof above instrument; that he executed said instrument by	in the year before me personally cam to me known who, being by me duly sworn, did depose an New York; that he is th to municipality described in and which executed the order of the Governing Body of said municipality pursuant to
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) SS: COUNTY OF On theday of say that he resides in of above instrument; that he executed said instrument by resolution which was duly adopted on	to me known who, being by me duly sworn, did depose an, New York; that he is the the municipality described in and which executed the order of the Governing Body of said municipality pursuant to
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) SS: COUNTY OF On theday of say that he resides in of above instrument; that he executed said instrument by resolution which was duly adopted on	to me known who, being by me duly sworn, did depose an, New York; that he is the the municipality described in and which executed the order of the Governing Body of said municipality pursuant to
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WHEREAS the "AGREEMENT TO EXTEND INDEXED LUMP SUM MUNICIPAL SNOW AND ICE AGREEMENT" for 2016/17 has been presented and reviewed,

BE IT RESOLVED that the Town Supervisor is authorized to sign The New York State Department of Transportation "AGREEMENT TO EXTEND INDEXED LUMP SUM MUNICIPAL SNOW AND ICE AGREEMENT" FOR 2016/17 year.

BE IT FURTHER RESOLVED that the Town Clerk expedite the documents per instructions.

BE IT FURTHER RESOLVED that the Town Board of the Town of Walworth Adopt Resolution 92-15.

Adopted on this 16th day of April 2015 at a meeting of the Town Board.

Roll call vote: Councilman Ruth

Councilman Ruth Aye
Councilman Pembroke Aye
Councilwoman Hawkins-Mance Aye
Councilwoman Markowski Aye
Supervisor Marini Absent

Resolution carried.

RESOLUTION 93-15 - AUTHORIZES TO ADVERTISE FOR A SEASONAL EMPLOYEE AT THE WASTE WATER TREATMENT PLANT, BUDGETED ITEM:

Councilman Pembroke offered the following Resolution 93-15 and moved its adoption. Seconded by Councilwoman Markowski to wit: The following was submitted:

TOWN OF



3451 Ontario Center Road Walworth NY 14568

Rob Burns, Sewer Superintendent 315-986-3415 PHONE

sewer@townofwalworthny.gov. 315-986-1741 FAX

April 10, 2015

Attention:

Patricia Marini, Walworth Town Supervisor Walworth Town Board Members

Re: Seasonal employee

I am requesting permission to advertise for a Seasonal Employee at the Waste Water Treatment Plant. This is a budgeted item for 2015.

If you should have any questions please do not hesitate to contact me.

Respectfully submitted,

Rob Burns,

Sewer Superintendent

BE IT RESOLVED, that the Sewer Superintendent is authorized to advertise for a Seasonal Employee at the Waste Water Treatment Plant.

Adopted this 16th day of April 2015, at a meeting of the Town Board.

Roll call vote: Councilman Ruth Aye

Councilman Pembroke Aye
Councilwoman Hawkins-Mance Aye
Councilwoman Markowski Aye
Supervisor Marini Absent

Resolution carried.

HIGHWAY – COUNCILMAN PEMBROKE:

Councilman Pembroke would like it noted that "Mike Frederes, Highway Superintendent, has not asked for part-time help for 2014 & 2015."

OTHER BUSINESS:

RESOLUTION 84-15 – FINANCIAL TRANSFERS:

Councilman Ruth offered the following Resolution 84-15 and moved its adoption. Seconded by Councilman Pembroke to wit:

The following was submitted:

April 16, 2015 TOWN BOARD MEETING

BE IT RESOLVED that the Town Comptroller be authorized to modify budget as follows:

\$1,612.40 from Gananda Sidewalk District Fund Balance to SM5410.42 Gananda

Sidewalk District Snow Maintenance. To cover current expenditures.

Adopted this 16th day of April, 2015 at a meeting of the Town Board.

Roll call vote: Councilman Ruth Aye

Councilman Pembroke Aye
Councilwoman Hawkins-Mance Aye
Councilwoman Markowski Aye
Supervisor Marini Absent

RESOLUTION 85-15 - ABSTRACT #4:

Councilman Ruth offered the following Resolution 85-15 and moved its adoption. Seconded by Councilwoman Markowski to wit:

The following was submitted:

To: Walworth Town Board

From: Jean Johnson, Town Comptroller

Date: 16-Apr-15

Re: Abstract

#4

Attached please find a copy of the Abstracts by Fund. I have

audited

all claims and will be transferring funds to cover payments by Fund as follows:

Voucher Numbers #471-640

\$67,634.75
\$38,414.30
\$29,171.06
\$958.76
\$454.52
\$439.26
\$998.88
\$9.45
\$99.52
\$36,315.90
\$0.00
\$28,163.30
\$23,403.21

Total Payments \$226,062.91

Voucher Numbers #41-63

Trust & Payroll \$35,314.11

Checks will be issued April 17, 2015

Checks Reviewed Prior To Mailing 4/17/15

Roll call vote:	Councilman Ruth	Aye
	Councilman Pembroke	Aye
	Councilwoman Hawkins-Mance	Aye
	Councilwoman Markowski	Aye
	Supervisor Marini	Absent

RESOLUTION 86-15 AUTHORIZE THE DEPUTY SUPERVISOR TO SIGN THE RBC WEALTH MANAGEMENT INVESTMENT POLICY STATEMENT FOR THE WEST WALWORTH FIRE PROTECTION DISTRICT – LOSAP:

Councilman Ruth offered the following Resolution 86-15 and moved its adoption. Seconded by Councilwoman Markowski to wit:

Documents are on file in the Office of the Town Clerk.

RESOLVED, that the Deputy Supervisor is authorized to sign the submitted documents.

Roll call vote: Councilman Ruth Aye

Councilman Pembroke Aye
Councilwoman Hawkins-Mance Aye
Councilwoman Markowski Aye
Supervisor Marini Absent

Resolution carried.

RESOLUTION 87-15 AUTHORIZE THE DEPUTY SUPERVISOR TO SIGN THE RBC WEALTH MANAGEMENT INVESTMENT POLICY STATEMENT FOR THE LINCOLN FIRE PROTECTION DISTRICT – LOSAP:

Councilman Ruth offered the following Resolution 87-15 and moved its adoption. Seconded by Councilman Pembroke to wit:

Documents are on file in the Office of the Town Clerk.

RESOLVED, that the Deputy Supervisor is authorized to sign the submitted documents.

Roll call vote: Councilman Ruth Aye

Councilman Pembroke Aye
Councilwoman Hawkins-Mance Aye
Councilwoman Markowski Aye
Supervisor Marini Absent

Resolution carried.

RESOLUTION 88-15 ACKNOWLEDGE RECEIPT FROM PENFLEX, INC. EXECUTIVE SUMMARY JANUARY 1, 2015 ANNUAL REPORT FOR THE WEST WALWORTH FIRE PROTECTION DISTRICT SERVICE AWARD PROGRAM:

Councilman Ruth offered the following Resolution 88-15 and moved its adoption. Seconded by Councilwoman Markowski to wit:

Documents are on file in the Office of the Town Clerk.

RESOLVED, accept and file submitted documents.

Roll call vote: Councilman Ruth Aye

Councilman Pembroke Aye
Councilwoman Hawkins-Mance Aye
Councilwoman Markowski Aye
Supervisor Marini Absent

RESOLUTION 89-15 ACKNOWLEDGE RECEIPT FROM PENFLEX, INC. EXECUTIVE SUMMARY JANUARY 1, 2015 ANNUAL REPORT FOR THE LINCOLN FIRE PROTECTION DISTRICT SERVICE AWARD PROGRAM:

Councilman Ruth offered the following Resolution 89-15 and moved its adoption. Seconded by Councilman Pembroke to wit:

Documents are on file in the Office of the Town Clerk.

RESOLVED, accept and file submitted documents.

Discussion ensued.

Roll call vote: Councilman Ruth Aye

Councilman Pembroke Aye
Councilwoman Hawkins-Mance Aye
Councilwoman Markowski Aye
Supervisor Marini Absent

Resolution carried.

RESOLUTION 94-15 AUTHORIZING THE TOWN SUPERVISOR TO SIGN THE APPROPRIATE PAPER(S) FOR THE GOVERNMENT EFFICIENCY PLAN ALLOWING WALWORTH RESIDENTS TO BE ELIGIBLE TO GET THE TAX CREDIT FOR 2017, 2018 & 2019:

Councilman Ruth offered the following Resolution 94-15 and moved its adoption. Seconded by Councilman Pembroke to wit:

RESOLVED, that the Town Supervisor is authorized to sign the documents upon receipt regarding the Government Efficiency Plan – Tax Credit for 2017, 2018 & 2019 in order to adhere with the deadline.

Roll call vote: Councilman Ruth Aye

Councilman Pembroke Aye
Councilwoman Hawkins-Mance Aye
Councilwoman Markowski Aye
Supervisor Marini Absent

Resolution carried.

RESOLUTION 95-15 - AUTHORIZING THE TOWN SUPERVISOR TO SIGN THE DOLOMITE PARK LEASE AGREEMENT:

Councilman Pembroke offered the following Resolution 95-15 and moved its adoption.

Seconded by Councilwoman Markowski to wit:

The following was submitted:

LEASE AGREEMENT

THIS LEASE AGREEMENT, made this	day of	, 2015, between DOLOMITE PRODUCTS
COMPANY, INC., a New York corporation with	a principal p	place of business at
as Lessor, and the TOWN OF WALWORTH, Way	yne County,	New York, a municipal corporation existing
under the laws of the State of New York, as Les	ssee;	

WITNESSETH:

That the Lessor, for an in consideration of the covenants and agreements herein stated to be fulfilled by the Lessee, has demised and leased to the Lessee the premises situated, lying and being in the Town of Walworth, Wayne County, New York, and as shown on the sketch made a part hereof.

- 1. <u>Term of Lease</u>. The term of this Lease shall begin on the <u>April 1, 2015</u>, and shall terminate on the <u>31</u> day of <u>December</u>, <u>2025</u>.
- 2. Rent. Lessee agrees and binds itself to pay the Lessor as rent for the said premises for each year the annual rent of <u>1</u>, <u>00</u>.
- Limitation of Use. During the term of this Lease, it is an express condition hereof that the premises may be used only for general park purposes and other purpose.
- 4. <u>Additional Covenants of Lessee</u>. Lessee covenants and agrees to pay the rent provided for above, and, as additional consideration hereunder, Lessee covenants and agrees that it will for the duration of this Lease or Lessee's operation of the property, whichever is longer:
 - (a) <u>Maintenance</u>. Lessee shall be solely responsible for ingress and egress to the Premises, maintenance and repair of the Premises in safe and proper working order, payment of all utilities and expenses (including taxes) associated with the property and improvements thereon, and the safety of persons utilizing the Premises.
 - (b) <u>Liability Insurance</u>. Lessee shall keep the premises covered by a comprehensive public liability insurance policy in an amount not less than \$2,000,000/\$3,000,000 naming both Lessor and Lessee as the insured parties thereunder with a waiver of subrogation in favor of Lessor. Lessee shall furnish Lessor at all times throughout the term of the lease with a certificate of insurance from its carrier indicating the Lessor is included on said policy as an insured. Lessee shall hold Lessor harmless for any and all claims, expenses, liabilities and damages in any way related to or arising from use of the premises or Lessee's acts or omissions.
- Right to Terminate. It is expressly agreed by and between the parties that the Lessor shall have the right to terminate the lease, if the Lessor shall place the premises up for sale or in the event of breach by Lessee.
- Sublease and Assignment. Lessee has no right to sublease or assign any rights under this
 Agreement without the prior written consent of Lessor. , that it shall, as between Lessor
 and Lessee, be solely responsible

By: Its:	
	ACKNOWLEDGMENT
	ACKNOWLEDGINENT
STATE OF NEW YORK COUNTY OF WAYNE	
This instrument was acknown the of Town of Wal	nowledged before me on, 20, by worth, on behalf of said municipal corporation.
	WITNESS my hand and official seal.
	Name:
	Notary Public, State of: My commission expires:
LESSOR: DOLOMITE PRODCUT	S COMPANY, INC., a New York corporation
Ву:	
lts:	
	ACKNOWLEDGMENT
STATE OF NEW YORK COUNTY OF	
	nowledged before me on, 20, by, oducts Company, Inc., on behalf of said corporation.
	WITNESS my hand and official seal.
	Name:
	Notary Public, State of: My commission expires:

BE IT RESOLVED that Patricia Marini, Town Supervisor, is authorized to sign the submitted Agreement.

Dated this 16th day of April, 2015 at a meeting of the Town Board.

Discussion ensued.

Roll call vote:

Councilman Ruth

Supervisor Marini

Aye

Councilman Pembroke

Aye

Councilwoman Hawkins-Mance

Aye

Councilwoman Markowski

Aye

Resolution carried.

Absent

COMMUNICATIONS:

GENESEE LAND TRUST - ANNUAL MONITORING VISITS FOR **CONSERVATION EASEMENTS IN WALWORTH:**

The following was submitted:



46 Prince Street, Suite LL005 Rochester, New York 14607 P: 585.256.2130 www.geneseelandtrust.org



April 14, 2015

Supervisor Patricia Marini Town of Walworth 3600 Lorraine Drive Walworth, NY 14568

RE: Conservation Easements - Annual Monitoring

Dear Supervisor Marini,

My name is Kevin Farrell and I have taken over from Emily Johnson here at Genesee Land Trust. As you may recall, Genesee Land Trust monitors conservation easements on a regular basis to assess any changes that may have arisen in the past year and to speak with affiliated stakeholders about any questions that they may have.

I am currently scheduling our annual monitoring visits and will be visiting our conservation easements in Walworth - Keyes, Weber, and Wilbert - during the weeks of May 4th and May 11th.

Representatives from the Town of Walworth are encouraged to join in these monitoring visits; alternatively, I would be happy to meet with you before or after the visits.

If you or other representatives of the Town would like to contact me to attend, I can be reached by phone at (585) 256-2130 or by email at kfarrell@geneseelandtrust.org. Following these visits, I will provide the Town of Walworth with a brief monitoring report outlining the current status of the properties. If the Town is aware of any changes to or issues with the property, please contact me as soon as possible.

Sincerely,

Kevin Farrell Land Stewardship Director

Motion by Councilman Ruth to accept and file. Seconded by Councilwoman Markowski.

Discussion ensued.

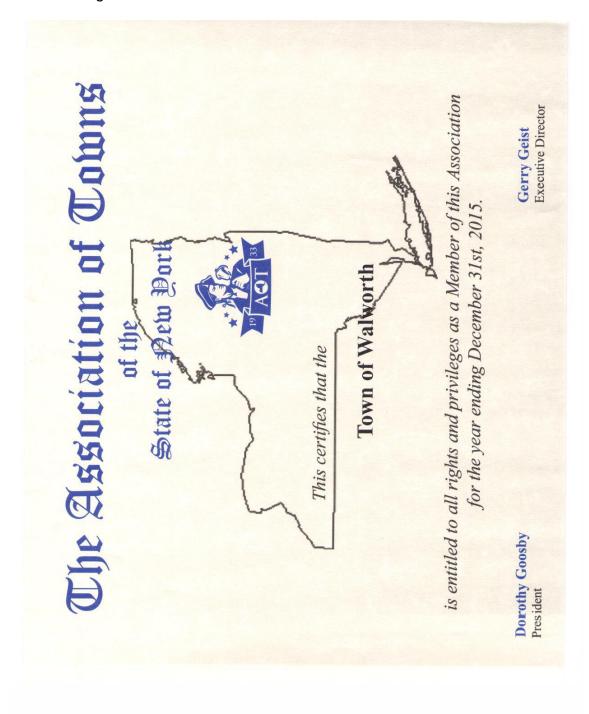
Roll call vote: Councilman Ruth Aye

> Councilman Pembroke Aye Aye Councilwoman Hawkins-Mance Councilwoman Markowski Aye Supervisor Marini Absent

Motion carried.

THE ASSOCIATION OF TOWNS OF THE STATE OF NEW YORK:

The following was submitted:



Motion by Councilwoman Markowski to accept and file. Seconded by Councilman Ruth.

Discussion ensued.

Roll call vote:

Councilman Ruth
Councilman Pembroke
Councilwoman Hawkins-Mance
Councilwoman Markowski
Supervisor Marini

Aye
Aye
Aye
Aye
Absent

Motion carried.

ADJOURNMENT:

Motion by Councilman Pembroke to adjourn. Seconded by Councilwoman Markowski.

Roll call vote: Councilman Ruth Aye

Councilman Pembroke Aye
Councilwoman Hawkins-Mance Aye
Councilwoman Markowski Aye
Supervisor Marini Absent

Motion carried.

Time: 8:01 PM.

Respectfully Submitted,

Susie C. Jacobs, MMC, RMC Town Clerk